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Park & Rec Commission Minutes 09-12-06

Park and Recreation Commission
Minutes
Tuesday, September 12, 2006
APPROVED

The Park and Recreation Commission came to order at 7:05 PM on the first floor of the Arlington Senior Center on Tuesday, September 12, 2006.

Members in attendance included: Chairman, Joe Carabello, Leslie Mayer, Donald Vitters, Tom Caccavaro and Nancy Campbell. Also in attendance was Director of Recreation Joseph Connelly.

Members of the public included: Jeanne Leary, Elizabeth Coyne, Chuck Tirone, Andrew Leonard, Clarissa Rowe and Josephine Burton.

Approval of Minutes

The Commission reviewed the minutes of June 13, 2006. Ms. Mayer motioned to approve, Ms. Campbell seconded, minutes approved 5-0.

The Commission reviewed the minutes of July 25, 2006. Ms. Mayer motioned to approve, Ms. Campbell seconded, minutes approved 5-0.

Signage

Turkey Hill - Mr. Connelly reviewed the request to have the sign at the entrance to the Turkey Hill Reservation be changed. Mr. Connelly explained that the current MWRA sign states "No Trespassing" to the only entrance into the facility. The Commission discussed the need for the sign. Mr. Connelly recommended the sign be changed to "Public Water Supply, No Trespassing After Dark". The Commission discussed placing actual hours on the sign, consistent with other recreation facilities.

Ms. Mayer motioned that the sign be changed to read, "Public Water Supply, No Trespassing from 9 PM – 5 AM". Motion was seconded by Ms. Campbell, approved 3-0-2 with Mr. Vitters and Mr. Caccavaro abstaining.

Spy Pond Boat Ramp Signs – Mr. Tirone from the Conservation Committee requested that signs stopping the spread of nuisance aquatic plants be placed in certain areas around town where boats are loaded into water facilities. These facilities include Spy Pond, Mystic Lakes, and the Reservoir. Mr. Tirone reviewed the locations with the Commission. The Commission decided the only area in its purview to place sign would be in the parking lot at the Reservoir. The Commission suggested discussing the other areas with the Department of Public Works and the Arlington Boys and Girls Club.

Ms. Mayer motioned to approve the installation of the sign at the Reservoir near the water access point at the end of the parking lot opposite the beach entrance. Seconded by Ms. Campbell and approved 5-0

Field Signs – Mr. Connelly updated the Commission on the status of the field signs stating that the DPW sign shop is still working

on them.

Spy Pond Additional Scope of Work

Mr. Connelly explained the reason behind the additional scope of work and reviewed the different options and pricing with the Commission.

Option 1 – Replace two trees and install and replace necessary soil and stone stabilizer. - \$10,900

Option 2 – Irrigate the lawn and new planting area between the boat ramp and the playground area.- \$10,925

Option 3 – Irrigate the lawn area between the irrigation pit and southern most rock stairs. - \$10,875

Option 4 – Irrigate the entire lawn area from Pond Lane to Linwood. - \$42,550

Mr. Vitters stated that it is the ongoing maintenance that is the issue and he would like to see any extra capital funds go into a maintenance plan. The Commission questioned the need for the entire area to be irrigated.

Mr. Caccavaro questioned the scope of work. Mr. Caccavaro would like Carol Johnson and associates to prepare the scope of work and have the project to go out to bid.

Mr. Vitters acknowledged the need to possibly irrigate the new trees and planting areas but would rather use the balance for a maintenance plan.

Ms. Mayer stated the Open Space Committee is working with the different Friends groups to develop maintenance criteria that the Friends groups would be responsible for.

The Commission discussed the ability of DPW to take on the workload of the necessary maintenance. Mr. Vitters suggested hiring outside contractors and a possible new programs such as the “adopt and island” program.

Mr. Leonard of Leonard Designs stated that he did not see the need to irrigate this type of passive recreation facility. Mr. Leonard also suggested having the current contractor supply three prices so that the contractor would own the warranty.

Mr. Vitters again asked to solicit Carol Johnson to prepare a maintenance scope of work.

Mr. Carabello stated that regardless of the irrigation system component the need to replace the trees still existed.

Mr. Vitters motioned to approve the option to replace the diseased trees, seconded by Ms. Mayer and approved 5-0.

Bishop Field and Menotomy Park Renovation Review

Mr. Leonard reviewed the following projects:

North Union Play ground

Mr. Leonard stated that he has approved the playground equipment for ordering and the construction should begin in mid October. Mr. Connelly will meet with representatives from the school and friends group.

Bishop

Mr. Leonard reviewed the drawings for the Bishop School Field. Mr. Leonard stated that the project should be ready for bid by the end of the month with work beginning in the Spring. Mr. Connelly will look to see how this will effect field scheduling for the year with Buzzell being planned for renovation as well.

The Commission asked if a public hearing was already held and wants the Bishop School PTA and residents involved. Mr. Leonard believed a hearing was already done with little attendance. Mr. Carabello asked that Mrs. Pine a direct abutter be asked to participate. The Commission would like another public hearing. Mr. Connelly will work with Mr. Leonard on selecting a date for a Public Hearing.

Menotomy

Mr. Leonard reviewed the site walk and existing budget for Menotomy Rocks Park. Mr. Leonard explained that there could be some savings due to the previous paving already done at Spring Street. Mr. Leonard reviewed the scope of work outlining that a question still existed on the type of path material and that some of the Jason Street fencing work would be done by DPW and the AHS Workplace. Mr. Leonard recommends not renovating the two field areas unless funds for an irrigation system can be secured. Ms. Rowe indicated that she would be asking the Capital Improvement Committee for additional funds for irrigation on behalf of the Park Commission. Mr. Leonard stated that if additional funds could not be secured the possibility existed to just renovate the front field.

Mr. Leonard discussed the four beach areas and how they would be renovated. Mr. Leonard stated the beach nearest the Jason Street entrance would be handicap accessible. The Commission further discussed the project with Mr. Leonard and Ms. Rowe. Mr. Vitters inquired about the maintenance of the drywells. Mr. Leonard responded that there was very little maintenance involved.

Mr. Leonard stated that the bid would be ready to go out in January for a spring 2007 build. Ms. Mayer stated that the walk around with the Conservation Commission was scheduled for September 26, 2006 at 8:30 AM. Mr. Connelly will post this as an official meeting.

Rink Refund Policy

Mr. Connelly explained his desire to update the current refund policy to protect the rink from losing ice revenue.

The current policy reads:

We request at least two weeks in advance notice for any cancelled ice time. If you cancel your ice time without two weeks notice you will be charged for the ice time.

After surveying a number of rinks in the area Mr. Connelly recommend that beginning immediately with any new ice rentals our policy be amended to read:

All ice rentals are final. Refunds will only be granted if the Arlington Sport Center is able to sell the ice time to another organization. If the Arlington Sport Center is unable to re-sell the ice time, the organization that originally reserved the ice time will be responsible for payment. Please understand that the Arlington Sport Center will do everything possible to re-sell the ice time. If the Arlington Sport Center is forced to cancel ice time for any reason the user group will receive a full refund.

Mr. Connelly stated that this would begin with new rentals.

Ms. Mayer motioned to approve the policy as written, seconded by Ms. Campbell, approved 5-0.

Rink and Recreation Updates

Mr. Connelly reviewed the updated from the rink and recreation. Mr. Connelly stated that a more detailed recreation report from the previous summer would be available in October. Mr. Connelly reviewed the rink rates as discussed with the DCR. Mr. Connelly stated that the only change from what the Commission voted was with the 50-minute other fee. Mr. Connelly stated that this fee went from \$185 to \$180.

Loitering Policy

Mr. Connelly reviewed the recommendation from the Town Manager to revisit the policy looking to remove the first verbal warning from the conditions. Mr. Connelly stated that the revised policy would read:

1. Groups are expected to vacate the premises 15 minutes after they leave the building.
2. Any groups not adhering to this policy will be subjected to disciplinary action leading up to the loss of ice time.
3. Groups will be notified and penalized as follows:
 - a. **First Offense** – Group will be notified in writing of the violation.
 - b. **Second Offense** – Group shall lose ice privileges for one week.
 - c. **Third Offense** – Group shall lose ice privileges for one year from date of violation.

The group may appeal the decision to Park and Recreation Commission.

Ms. Leary stated that she believed the new policy would still not be enough. Ms. Leary questioned how the policing of the policy would be handled. Mr. Connelly reviewed how it would operate with the Commission. Ms. Mayer stated that she still believed it was an Arlington Police issue. Mr. Carabello stated that the policy gave the rink staff some support to do their jobs. Mr. Caccavaro agreed that it was frustrating for the neighbors to have to deal with this issue.

Ms. Leary stated that by by-law all recreational areas must close by 9 PM and the rink was in operation much later than that. The Commission discussed the hours with Mr. Connelly. Mr. Connelly stated that currently the last ice time was booked at 11:10 PM, which could get bumped back if there was a delay in previous scheduled ice blocks.

Mr. Caccavaro stated that he felt that any use of a town building after 10 pm was concerning.

The Commission instructed to Mr. Connelly to survey other facilities for their closing time and how they handle the situation.

Mr. Connelly did point out the revenue generated from ice time booked after 10 pm should be considered.

The Commission discussed this with Ms. Leary.

Mr. Connelly will present the Commission with the survey and revenues from late night groups to the Commission at their October meeting.

Ms. Leary inquired about the meeting posting procedures. Mr. Carabello and Ms. Mayer addressed her concerns. Mr. Connelly will post the meetings at Town Hall and on-line for all Park Commission meetings.

Mr. Carabello closed the discussion and asked for a motion to approve the amended Loitering Policy. Mr. Vitters motioned to approved as amended, seconded by Ms. Mayer, defeated 2-3 with Mr. Caccavaro, Ms. Mayer and Ms. Campbell voting in the negative.

Mr. Carabello stated that he wanted everyone to know that by defeating the amended policy the more lenient policy is still in effect.

Mr. Carabello asked that the senior staff be on duty during the first couple of weeks of late night use.

Special Events

*Yonathan Schreiber – Menotomy Rocks Park – 1-5 PM – October 8, 2006
Ms. Mayer motion to approve, seconded by Ms. Campbell, approved 5-0

*Roland Chaput – Spy Pond – 200th Anniversary Committee – June 1, 2007 – Noon – 11 PM
The Commission discussed the event and asked for more information. Mr. Connelly will ask Mr. Chaput for more information.

*Roland Chaput – Menotomy Rocks Park – Senior Picnic – June 2, 2007 – Noon – 6 PM

Ms. Mayer motion to approve, seconded by Mr. Vitters, approved 5-0

*Nicole Kefalas – Reservoir Path – Race – October 29, 2006 – 9 AM

Ms. Mayer motion to approve, seconded by Mr. Vitters, approved 5-0

*Icelandic Society – Spy Pond Picnic – September 24, 2006 – 2 pm – 5 pm

The Commission discussed this event. Mr. Caccavaro inquired about insurances.

Ms. Mayer motion to approve, seconded by Ms. Campbell, defeated 2-3 with Mr. Caccavaro, Mr. Carabello and Mr. Vitters voting in the negative

Approval of 2006-2007 Meeting Schedule

Mr. Connelly reviewed the schedule.

Ms. Campbell motioned to approve, seconded by Ms. Mayer and approved 5-0.

Committee Updates

Park Projects – Waldo and Locke

Mr. Connelly updated the Commission on the project explaining that the contractor has finished all but \$2,600 worth of items that will be held back

Reservoir –

Ms. Mayer updated the Commission on the planting plan and recommendation to plant in the spring and not the fall.

Open Space –

Ms. Mayer stated that the management plans for open space maintenance were being compiled to submit to the Board of Selectmen.

Turkey Hill Dumping –

Ms. Mayer reviewed the draft letter to abutters concerning the issue of dumping in the Turkey Hill area. The Commission reviewed the letter.

Ms. Campbell motioned to approve the distribution of the letter, seconded by Mr. Vitters and approved 5-0.

Ms. Mayer motioned to adjourn the meeting, seconded by Ms. Campbell and approved 5-0.

Meeting adjourned at 9:50 PM

Respectively Submitted by:

Joseph Connelly
Director of Recreation